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MINUTES OF THE MEETING OF FEBRUARY 13, 2018

A regular meeting of the Higher Education Commission was held at 3 Barrell Court, Concord, New Hampshire at 2:00 p.m. on Tuesday, February 13, 2018 with the following members present:

Todd Leach, Chair
Steve Appleby
Donald Birx
Sr. Paula Marie Buley
John Curran
Steven DiSalvo
Frank Edelblut
Peter Koch
Paul LeBlanc (via telephone)
Kim Mooney
Mark Rubinstein
The Honorable Nancy Stiles
Melinda Treadwell

The following members were unable to attend:

Susan Dunton
Ross Gittell
Mark Huddleston
David Mahoney
Michele Perkins, Vice Chair
Eli Rivera

- 1) Chair Leach called the meeting to order and introduced new Commissioners Kim Mooney, President, Franklin Pierce University, The Honorable Nancy Stiles, former N.H. State Senator, and Melina Treadwell, President, Keene State College.
- 2) Sr. Paula Marie moved, seconded by Mr. Koch, to accept the minutes of October 10, 2017. The motion passed without dissent.
- 3) Director Seidel presented the Initial Proposal of the N.H. Code of Administrative Rules, Heds 300, Office of Career School Licensing, by summarizing key points and the timeline through the

Joint Legislative Committee of Administrative Rules. Mr. Curran moved, seconded by Mr. Appleby to approve the Initial Proposal. The motion passed without dissent.

- 4) Director Seidel presented St. Joseph School of Nursing's request to continue to offer the Associate of Science in Nursing. A site visit was held with the Accrediting Commission for Education in Nursing and the NH Board of Nursing October 3-5, 2017. Anita Pavlidis, MS, RN served as the Commission's observer. A final determination will be made by the Accrediting Commission for Education in Nursing at its March 2018 meeting. Although significant changes/revisions have been made over the last year, many are new and recently implemented within the last two years. It would take another year or two to be able to fully evaluate the effectiveness of the revisions and impact on student learning and program outcomes.

It was recommended the Commission vote to continue degree-granting authority until June 30, 2019 to align with the Accrediting Commission for Education in Nursing, the Accrediting Commission of Career Schools and Colleges and the NH Board of Nursing. Additionally, St. Joseph School of Nursing must submit an annual Progress Report by the end of each academic year, beginning in 2018, addressing the following recommendations:

- Provide evidence all clinical contracts maintain currency and are signed by the School and the clinical agency.
- Continue to evaluate the number of clinical observations within the program with the goal of increasing direct care experiences.
- Continue to closely monitor public communication for clarity and accuracy, especially the website.
- Provide documentation for program completion and first time test takers for NCLEX with plans for improvement and outcomes.

This approval was with the condition that copies of all correspondence to and from the Accrediting Commission for Education in Nursing, the Accrediting Commission of Career Schools and Colleges and the NH Board of Nursing be forwarded to the Commission. Additionally, the Commission would be invited to attend any scheduled visits. Participation as an observer at site visits would be determined upon review and receipt of correspondence. Per Hedc 406.01, in-state institutions under the jurisdiction of the Commission shall file copies of annual or other reports as required by its recognized regional accreditation association(s). Mr. Curran moved, seconded by Ms. Stiles, to accept recommendations. The motion passed without dissent, with Sr. Paula Marie abstaining.

- 5) Richard Gustafson presented the Upper Valley Graduate School of Education's request to continue to offer the Master of Arts in Teaching and the Master of Education in School Leadership. Approval to offer these degrees ends June 30 2018. They are accredited by the Accrediting Council for Continuing Education and Training through August 30, 2019, making the programs eligible for Title IV financial aid; and currently working with the New England Association of Schools and Colleges. They are also approved by the NH Department of Education, Council for Teacher Education through August 31, 2022. The School has been offering services to the teachers and education community in the Upper Valley in both Vermont and New Hampshire.

It was recommended the Commission vote to approve degree-granting authority for the Master of Arts in Teaching (also to non-experienced educators) and the Master of Education in School Leadership until December 31, 2018, with the following conditions:

The Commission would conduct an on-site Administrative Review of Upper Valley Graduate School of Education in the early fall of 2018, guided by the framework of the 11 Standards for Educational Programs detailed in Chapter Hedc. 400. The results of this review and the School's current status with the New England Association of Schools & Colleges would be reported to the Commission at its October 9, 2018 meeting.

Copies of all correspondence to and from and the Accrediting Council for Continuing Education and Training and the New England Association of Schools & Colleges must be forwarded to the Commission. Additionally, the Commission would be invited to observe any site visit(s). Ms. Treadwell moved, seconded by Sr. Paula Marie, to accept recommendations. The motion passed without dissent.

- 6) Director Seidel presented the request from the law firm of Bernstein Shur Sawyer & Nelson, P.A., representing the Xinhua Education Consulting Corporation, the corporation that purchased the campus at Daniel Webster College, to register the name of Daniel Webster College/Daniel Webster University with the Secretary of State. This was with the understanding that no degree-granting activity would take place until approval was received from the Commission. Following discussion and questions, one being who has true ownership rights, it was recommended the item be tabled until more information was received. Ms. Stiles moved, seconded by Mr. Curran, to table the request. The motion passed without dissent, with Mr. LeBlanc abstaining.
- 7) Director Seidel presented highlights of the Director's Report. Major highlights included:
 - (a) Highlights of the New England Association of Schools & Colleges Annual Meeting.
 - (b) Financial position of The Thomas More College of Liberal Arts continues to improve and it is no longer required to maintain a financial aid letter of credit by the US Department of Education.
 - (c) Lost revenue when Massachusetts becomes an NC-SARA state.
 - (d) Increase in transcript requests is driven by Mount Washington College (formerly Hesser College).
 - (e) The NH Department of Education, Division of Higher Education will host a free Integrated Postsecondary Education Data Systems (IPEDS) training on April 2-3, 2018. Training will be provided by the Association of Institutional Research.
 - (f) Two career schools have closed: The New England Institute of Therapeutic Sciences and Computer Aided Products.
 - (g) A target risk based review was performed by the Veterans Education Services at the University of New Hampshire and Granite State College which were found to be in compliance. Also, the Veterans Education Services suspended and reinstated the Heavy Equipment Academy.
- 8) Under Other Business:

- (a) Michael Vlacich, Director of the NH College & University Council, informed those present of its upcoming Inaugural Summit on Higher Education on Monday, March 19, 2018 from 8:00 a.m. to 12:00 p.m. at the Holiday Inn, Concord, NH.
- (b) Mr. DiSalvo moved, seconded by Sr. Paula Marie, to charge the Executive Committee to assign a Nominating Committee to report back at the May 8, 2018 meeting.

The meeting adjourned at 3:00 p.m.